



MAILERS TECHNICAL ADVISORY COMMITTEE

eVS/PTS User Group

Meeting Minutes

Thursday, September 12, 2013

3:30pm – 4:30pm EST

Attendees:

Anthony Frost, Delisa Barr, Doug Ferguson, Heather Dyer, Joe Rothwein, Paula Stoskopf, Margaret Reese, Neal Vereen, Ed Stashluk, Jeff Freeman, Chet King, Joel Prescott, Oscar Vazquez, Chuck Atkinson, Marsha Martinez, Roger Franco, Richard Porras, Jennifer Caymen, Ronald Baranga, Paul Kovelakas, Vicki Bosch, Lisa Hyater, Mark Dropp, Crystal Stefanko, John Medeiros, Andy Lundgren, Peter Klausner, Ron Kecman, Richard Thornton, Henry Chau, Lisa Copeland, Nicole Wilson, Juliaann Hess, Ryan Seipp, Kate Westermann

Welcome – Kate Westermann

- Roll Call

IMpb Compliance Validation – Kate Westermann

- Three IMpb Compliance Validations
 - IMpb Shipping Services File (v. 1.6 or higher)
 - IMpb Barcode format
 - Destination Address or Destination ZIP +4 in the file
- Label Validation Exceptions
 - International Labels
 - Labels with S10 Barcode Symbology
 - Retail Labels – AI '95'
 - Labels associated with Shipping Partner Events (80-87)
- Confirmation Error/Warning (CEW) Reports
 - There are three IMpb Compliance messages:
 - NON-IMPB COMPLIANT: INVALID FILE – MUST BE VER 1.6 OR HIGHER
 - NON-IMPB COMPLIANT – INCORRECT BARCODE FORMAT
 - NON-IMPB COMPLIANT - MUST INCLUDE DEST DEL ADDR OR ZIP+4
 - Messages will not be included in Customer's CEW file, if the mailer has an authorized exception.
- PTS Release 1.6
 - Launching November 2, 2013

- Implements new extract file versions
- New Codes
 - SF – Invalid File Version
 - BF – Incorrect Barcode Format
 - DZ – Missing Destination Delivery Address or ZIP + 4
 - UN – Unmanifested
- Customer Daily Extract versions 1.6 or 2.0
 - IMpb Compliance report code will be provided in new extract files with the “MA” event.
 - Report Code 1 – SF, BF
 - Report Code 2 – SF, BF, DZ
 - Report Code 3 – BF
 - Report Code 4 – DZ
 - Report Code 5 – BF, DZ
 - Report Code 6 – UN, DZ
 - Report Code 7 – UN, DZ, BF
 - Report Code 8 – SF, BF, DZ, UN

Address Validation – Kate Westermann

- PTS release 1.5 assesses the destination address quality
 - SSF v 1.6 + minimum 9-digit address or 9-digit routing ID in the label ID
 - SP v 2.0 + same criteria
- PTS will use Address Management System (AMS) data to determine the sufficiency of detail in the destination address provided by the mailer to validate the delivery point
- Future release will allow PTS to share its assessment of mailer destination address data with the mailer
- Address validation criteria
 - Destination Street Address/City/State, 9-digit destination ZIP Code and 2-digit destination delivery point code
 - Destination Street Address/City/State and 9-digit destination ZIP Code
 - Destination Street Address/City/State and 5-digit destination ZIP Code
 - Label ID with 9-digit routing ZIP Code
 - 9-digit destination ZIP Code
 - 9-digit destination ZIP Code and 2-digit destination delivery point code
- Customer Daily Extract versions 1.6 or 2.0
 - Delivery Address Information Content Rules
 - Not extracted if event ZIP Code is different from manifest destination ZIP Code. Extracted for 01 ('Delivered'), 43 ('Picked Up'), and MA ('Electronic Shipping Info Received') scan events
 - Not extracted for 01 or 43 scan events if recalled/package intercept ('44'), forwarded ('06'), refused ('04'), or returned ('09') scan events exist for the mail piece
 - Not extracted if 31 ('Return to Sender / Not Picked Up'), 32 ('Dead Mail / Disposed by Post Office'), or 33 ('Dead Mail / Sent to Recovery Center') scan events exist for the mail piece
 - Address Standardized Indicator (Future Field)
 - Indicates if the delivery address information is the original address as provided in the shipping services file, if the delivery address has been standardized or if the delivery address information is invalid address

- Future consideration – New events to indicate the quality of the address information

PTS-II – Kate Westermann

- PTS Legacy Retirement
 - Legacy system successfully retired August 25, 2013
- PTS-II Releases
 - August 9, 2013 Release 1.2 successfully implemented
 - Switched data source for EDW-PPR data from PTS-Legacy to PTS-II
- PTS release 1.5 – September 14-15, 2013
 - New Functionality
 - Address Validation Enhancements
 - Shipping Partner Event File version 3.0
 - Includes field for Destination Delivery Address
 - Includes 5 new Shipping Partner Events
 - Outage Window
 - 11:00 PM EST, Saturday September 14, 2013 to 2:00 AM EST, Sunday September 15, 2013
 - Track & Confirm will be fully operational
 - No data posting or extracts during this time
- PTS release 1.6 – November 2, 2013
 - IMpb Compliance Validation
 - Mail.dat translation to Shipping Services File v 1.7 for BPM parcels
 - New Scan Event Extract File version
- De-scoped PTS 1.6 release
 - Remaining features for new Shipping Services File format versions 1.7/2.0
 - Overlabeling
 - Logical container records
 - Infrastructure changes
 - Will be in a future release

BPOD Update – Ryan Seipp

- BPOD cutover implemented Monday August 19, 2013
 - BPOD files are now provisioned out of PTS-II
 - Delivery of the files returned to usual time of early Monday mornings.
- PTS Issue identified early morning on 9/9 that created backlog of customer extracts (including BPOD)
- Configuration error caused a loop preventing processing of the files
- BPOD Run completed late on 9/9
- 109 customer files are currently being replayed that were omitted from this week's run

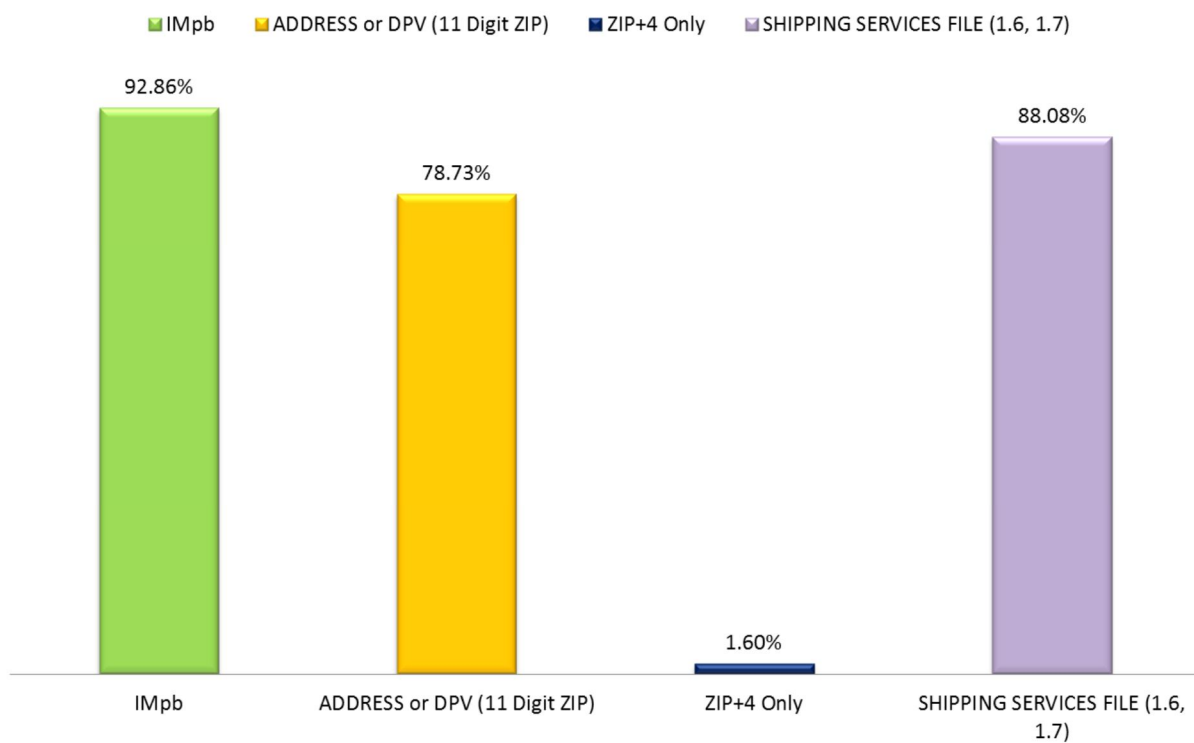
Federal Register Proposed Rule – Kate Westermann

- Final Rule will be published in September, 2013

Publication 199 Updates – Kate Westermann

- Posted Version 3 (July 28, 2013) on September 6, 2013
 - Updated Service Type Code table
 - Added new Scan Event Codes
- Posting revision September 16, 2013
 - Adding New Scan Event Extract File versions 1.6/2.0 (available for use after November 2, 2013)
 - Removing illegal Extra Service Code combinations

IMpb Transition 9/1–7/2103 – Ryan Seipp



*Source: PTS2
Commercial Customers Only*

eVS Status – Vicki Bosch

- Upcoming eVS PostalOne! Releases
 - 2013 Planned Release Schedule
 - October 13, 2013 Minor Release
 - 2014 Planned Release Schedule
 - January 12, 2014 TEM Release
 - January 26, 2014 Major Release
 - July 13, 2014 TEM Release
 - July 27, 2014 Major Release
 - October 26, 2104 Minor Release
 - eVS: New adjustments
 - New adjustments
 - IMpb assessment is being postponed until January 2014
 - Details for non-compliant packages will be provided by PTS
 - These will appear in a report similar to the current unmanifested report
 - We will determine the thresholds for the month for eVS mailers and if outside the tolerance will be assessed additional postage
 - Note: IMpb assessments for non-eVS customers will have functionality requested for January 2014 as well
 - New adjustments in July 2013
 - Incorrect Packaging Report is not functioning as intended, therefore we are not charging at this time
 - Sampled Incorrect packaging – Priority, Priority Mail Express and Critical Mail
 - Packages presented in USPS packaging that are not manifested as the corresponding mail class will be identified and place in a new report “Sample Incorrect Packaging Report”
 - The postage for these will be adjusted to the applicable Priority, Express, or Critical Mail postage (similar to current mis-shipped functionality)
- Duplicate eVS Packages
 - Barcodes on eVS packages must remain unique for 180 days
 - Duplicate report available in eVS
 - Review data
 - USPS reviewing
 - Mailers should review data
 - Assessments will be made on valid data
 - Deep Dive counts by Mailer in June 2013

MailerName	eVS
Mailer A	23,407
Mailer B	6,187
Mailer C	6,470
Mailer D	5,554
Mailer E	2,800
Total	44,418

- eVS Duplicates – Rules to Remove False Positives (28%)
 - Remove from input data set:
 - Remove PICs with Matching Number of Manifest Entries and Delivery Scans
 - PICs that have delivery scans at ZIP codes that are mail centers typical of returns
 - PICs containing Return to Sender and Mail Forward event scans
 - PICs with less than 2 delivery events
 - PICs with the next scan after first delivery at the same ZIP3
 - Indicates further processing leaving that delivery attempt
- Rules to Identify True Duplicates (35%)
 - Identify:
 - PICs with a gap of 15 days between any scans
 - PICs with scan data indicating Impossible Speeds
 - Distance between scan / time between scan > 500 mph
 - PICs with 15 days or more between delivery scans
 - PICs with 7 days or more after first delivery scan and before next scan

- Reconciliation Process



Monthly Reconciliation

January Postage Adjustments

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- Mailers have until the 10th of the following month to:
 - Provide files to pay for any manifest errors or unmanifested packages
 - Dispute any pending adjustments for the previous month
 - Undisputed adjustments scheduled to be performed 21st of the month for previous month
 - Mailers must dispute any adjustments to receive a joint reconciliation
 - If mailers do not dispute adjustments, they will be collected on the 21st of the month
- Request Joint Reconciliation

UNITED STATES POSTAL SERVICE®

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Restricted Information

Report Date: 04/25/201

Change Month and Year
January 2013 Show Data

eVS Monthly Account and Sampling Summary
Itemized Manifest Mailings
 Acme Mailer, Inc.
 Month 04 of Fiscal Year 2013
 (01/01/2013 - 01/31/2013)

Reports Menu Submit Refund Request **Joint Review Request** Inter-Friendly View

Mailer Information (Live)

Mailer Name	Acme Mailer, Inc.	Authorized Mail Classes and Subclasses
Street Address	123 Main Street	Parcel Select
City, State, ZIP Code	WASHINGTON, DC 20009	First-Class Package Service
CRID	1234567	Priority Mail
Master Mailer ID	123456789	Parcel Post
Mailer ID for Last Transmission of Month	123456789	Bound Printed Matter
Master Permit Account Number	PI 202	Media Mail
Post Office of Account 5-Digit ZIP Code	20260	
Post Office of Account Finance Number	661204	

Permit	Company Name	Federal Agency Cost Code	Permit ZIP Code	Finance Number	CAPS Account Number
PI 202	Acme Mailer, Inc.	N/A	20260	66-1204	13333

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Mailer
Home
Summary
Balance and Fees
Postal Wizard
Electronic Data Exchange
Mailing Reports
Dashboard
Manage Permits
e-VS Customer
e-VS Monthly Account and Sampling Summary
Manifest Search
Mailer ID Report
Third Party Billing Reports
Dispute Queue
Help

- eVS is refining processes for SOX compliance
- eVS will reconcile accounts following the process below
 - January: eVS mailer submits manifest files for payment
 - February 1 – 10: eVS mailer submits additional files for corrections
 - Manifest errors
 - Unmanifested
 - February 11 – 20: Joint Reconciliation period
 - February 21: Additional postage collected for validated adjustments
 - March 21: Issue letter of demand for recalculated price: Collect April 10
 - Require letter of appeal prior to April 10 to avoid collection
- eVS: October 20, 2013
 - Proposed requirements submitted for October
 - Easier on-boarding for eVS
 - New functionality
 - As new adjustments are established, these adjustments will be indicated as “Pilot Adjustment”
 - Once adjustments are validated as accurate, will be set to “Live Adjustment”
 - Fixes
 - Duplicate EFNs will not be processed
 - Weekly reconciliation extracts will be fixed for multiple classes of mail
 - Postage Discrepancy Report will include STAT samples and display more than 50 items, when applicable
 - Manifest Summary Report will display manifested postage
 - Reconcile Sample Report will display correct sampled date instead of manifested date
 - Monthly Adjustment Summary Tab will allow zero dollar adjustment, as needed
- Contingency Plans
 - eVS
 - If there is a system outage:
 - Hard copy postage statements will not be required
 - Mailings will not be held
 - If you do not see a file in PostalOne/eVS:
 - Contact the eVS help desk to ensure that your files have been received
 - Provide the helpdesk with EFNs or file names along with transmission date and time
 - Non-eVS
 - Follow the current PostalOne contingency plan for a system outage
 - PTS
 - If there is a system outage that impacts the receipt and processing of the files:
 - Non-compliance fee for manifest file requirement will not be assessed
 - If you do not receive a CEW report within 4 hours after file submission:
 - Verify your system is functioning correctly

- Contact the eVS or confirmation services help desk to ensure that your files have been received. Provide the helpdesk with EFNs or file names along with transmission date and time
- PUB 205 Updates
 - Currently Available on RIBBS
 - Last Update Publication 205 – August 9, 2013
 - Next Update – November 8, 2013

Industry Feedback – Kate Westermann

- No industry feedback to review

Action Item Review

- Need to look into the Mail.dat file
 - PostalOne! does not support Priority Mail in the Mail.dat
 - Is the conversion of Priority Mail Mail.dat to Shipping Services File pulled from the January release?
- In the Federal Register notice include that those customers with expiring exceptions should request an extension if they need it. Exceptions will expire if customers do not request extensions.
- Put Postal Bulletin out about the change of the date in the PUB 199

Next meeting scheduled for Thursday, October 10, 2013 at 3:30p EST